

NHCRN News

New Hampshire Career Resource Network

Your resource for Career Development Information.

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Number 03

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Job Notes New Hampshire
2004-2005
Has been printed and delivered!

Making Choices

What is Job Notes? It is a **FREE** career development publication that is published once a year. It is made available to you for your students compliments of the New Hampshire Career Resource Network/ Economic and Labor Market Information Bureau of New Hampshire Employment Security.

New Hampshire Job Notes 2004-2005 is an annual career planning tabloid that provides information on exploring, setting, and achieving career goals. The tabloid has articles on occupations; average wages, growth rates, and training requirements for over 200 occupations in NH; job search techniques; exploring personal skills and interest areas; options for training and education beyond high school; career resources on the Internet; and more.

Order Forms for *Job Notes 2004-2005* were mailed out in late March. The publication was printed and delivered to Concord in a few weeks with delivery to the local NHES offices soon after so they could take care of distribution to schools. Many of you received your order prior to school closing this past June. However, if you have not yet received your order, please be patient. Depending on each local area's situation, some offices may need you to come in and pick up your copies of *Job Notes 2004-2005*. In this case, you will likely be called by a Local Office representative with instructions on where, when, how, etc.

If after a few weeks go by, you haven't received your order or heard from your local office, please contact us at 229-4489 or email riric@nhes.state.nh.us.



Student Authors Needed

See Page 3.

NHCRN News NHCRN News NHCRN News NHCRN News NHCRN News NHCRN News NHCRN News NHCRN News NHCRN News

Provided by the New Hampshire Career Resource Network (NHCRN) within the Department of Employment Security's Economic and Labor Market Information Bureau.



The New Hampshire Career Resource Network is part of America's Career Resource Network and is administered by the Economic and Labor Market Information Bureau of New Hampshire Employment Security.

America's Career Resource Network is a program of the US Department of Education, Office of Adult and Vocational Education, authorized by Section 118 of the Carl D. Perkins Vocational and Technical Education Act of 1998 (Perkins III).

Job Notes 2004-2005.....	1
CDF Institute.....	2
Did You Know.....	2
Life After High School.....	3

New Hampshire Career Resource Network - Your resource for career development information.

Career Development Facilitator Institute

Fall 2004 Class Starts Soon
Act Fast - Only a Few Seats Left!

The next Career Development Facilitation Institute begins Friday, September 24 in the Concord/Manchester area of New Hampshire. Classes meet Friday evenings (5:30 to 9:00 p.m.) and Saturdays (9 a.m. to 4:30 p.m.) beginning Friday, Sep 24 and ending Saturday, Nov 20.

This Institute is formatted to accommodate the busy schedules of working professionals across New England. The 100-hour CDF certification program combines traditional classroom instruction with on-line communication tools and individual fieldwork.

Participants must have access to a computer and the Internet, and have some experience with email and surfing the web. Expect that you will spend a significant amount of time on activities outside the formal classroom and on line. Ten participants are required for the class to run; enrollments are limited to 20.

This training teaches professionals and paraprofessionals how to use formal techniques that augment career search, guidance, counseling, and/or placement. Participants learn to apply standardized information, resources, and career development theories so that they can assist others in their career development or career search process.

The field of career development is growing and so is the demand for trained personnel with knowledge and resources critical to career decision making and occupational choices. The Career Development Facilitator curriculum is designed for individuals who work with personnel, clients or students in the following areas:

Human resource professionals
Training and development professionals
Labor market information resource personnel
Workforce development professionals
Adult counseling/career centers
Adult education
One-stop career centers
School-to-Work programs
K-12 school settings (including academic teachers and counselors)
Technical college systems
Academic and career counseling settings in higher education

Student placement services
Vocational rehabilitation
Job training agencies
Employment services
Community-based organizations

Those who complete the CDF curriculum are eligible, through application, for a credential as a Certified Career Development Facilitator. Certification is granted through the Center for Credentialing and Education (CCE), a subsidiary of the National Board for Certified Counselors (NBCC).

Curriculum for this program is based on the 12 CDF competencies developed by the National Career Development Association. In order to be certified, a Career Development Facilitator will be competent in the following areas:

1. Helping Skills
2. Labor Market Information and Resources
3. Working with Diverse Populations
4. Technology and Career Development
5. Ethical and Legal Issues
6. Employability Skills
7. Consultation/Supervision
8. Training Clients and Peers
9. Career Development Theories and Models
10. Program Management and Implementation
11. Assessment
12. Promotion and Public Relations

The National Career Development Association, the American Counseling Association, the National Board of Certified Counselors, and the National Association of Workforce Development Personnel endorse the Career Development Facilitator Training program.

TO REGISTER:

The CDF workshop fee is \$700 per participant, plus \$100 for materials and technology fees. Academic credit is available to qualified graduate and undergraduate students at additional cost. For details about registration, workshop fees, materials, or academic credit, contact April O'Keefe (aprilokeefe@comcast.net or 207/439-5660). (All instructors of the Career Development Facilitator (CDF) curriculum are trained by and registered through the National Career Development Association.)



Did You Know?

About 59 million people did volunteer work at some point from September 2001 to September 2002, the Bureau of Labor Statistics of the U.S. Department of Labor reported on September 18, 2002. These new data on volunteer service were collected through a supplement to the September 2002 Current Population Survey (CPS). www.eworkforce.org/

Nation's Top Ten Best Jobs

1. Biologist
2. Actuary
3. Financial Planner
4. Computer Systems Analyst
5. Accountant
6. Software Engineer
7. Meteorologist
8. Paralegal Assistant
9. Statistician
10. Astronomer

According to Career Journal
www.careerjournal.com/jobhunting/change/20020507-lee.html

Nation's Worst Jobs

1. Lumberjack
2. Fisherman
3. Cowboy
4. Ironworker
5. Seaman
6. Taxi Driver
7. Construction Worker
8. Farmer
9. Roofer
10. Stevedore

According to Career Journal
www.careerjournal.com/jobhunting/change/20020507-lee.html

These jobs were analyzed for the "Job Rated Almanac" with Les Krantz (Barricade Books, 2002) according to six key criteria — environment, income, employment outlook, physical demands, security and stress — using data from such sources as the U.S. Bureau of Labor Statistics and the U.S. Census Bureau, as well as studies from trade associations and industry groups. The lower the score, the higher the ranking.

For those not able to get into this one, the next CDF Institute will be held in the Spring.

Job Notes Student Article

The Journey of Life ...After High School

By Kimberly Walleston, New Hampshire high school student

High school itself is a journey. It is an adventure in which we, the students, are in the leading role and tests, papers, and social tribulations play the common enemies. I embarked on this journey with a clear vision of how the adventure should end: with admission to an Ivy League university and, after four or five years, a high-paying job in a big city. At the time it seemed logical. But then, at eight years old, so did my plan of becoming a princess when I grew up. In either case, reality threw a few obstacles into my plan for life after high school.

Initially, there are academic standards to consider. Very rarely do colleges accept students with a low grade point average. Without good grades, scholarships would be out of the question, unless they were based on athleticism whereas academic skill is usually secondary. Well, having no particular athletic ability, my main focus is keeping my grades up. Harvard and Yale prefer that applicants be in the top ten to fifteen percent of their graduating class, while the University of New Hampshire prefers students in the top thirty percent. Other colleges do not make any references to academic status but require the completion of basic high school classes and/or accelerated courses like Advanced Placement. Already I have encountered one obstacle; my high school has a population of only 350 students and, because this represents such a small percentage of the district, it lacks the necessary funds to support these advanced placement courses.

Does this make me substandard to those students with better opportunities? It seemed like a valid question, so I looked to a "reliable" source: the

internet. On most of the college web pages I scanned, they claim to recognize that schools do differ by size, academic programs, and grading requirements and so they will judge the applications accordingly. Can I have a collective sigh of relief?

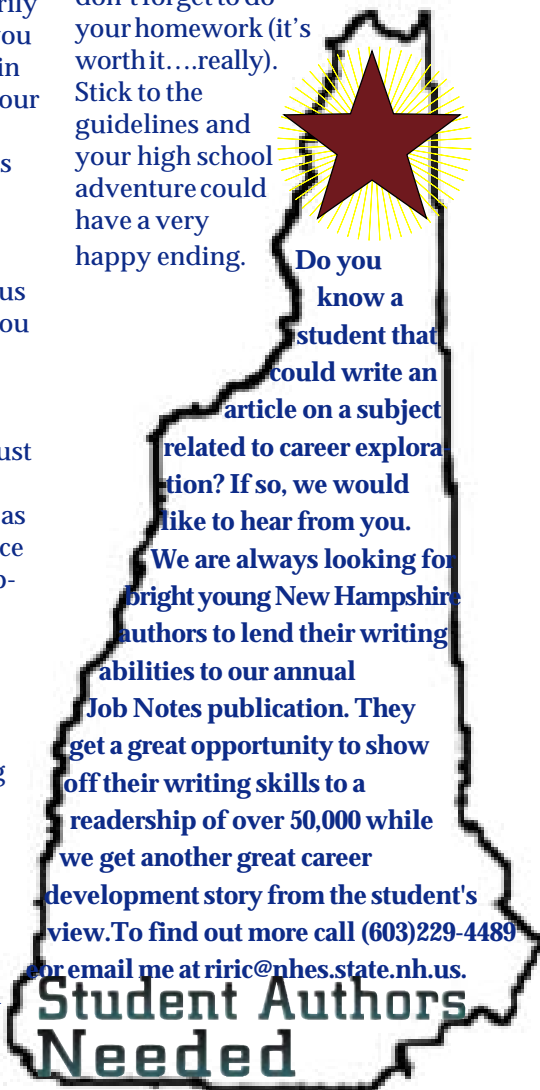
Before you completely relax, however, colleges do prefer that you undertake those opportunities that are available to you. This includes taking higher level classes, joining SAT prep groups, and taking tests that aren't necessarily required for college application. If you are not sure as to what is available in your area, take the time to consult your school guidance counselor or the internet. Even if you find the courses or tests challenging, colleges will consider your effort.

Next is perhaps the most momentous decision in your journey: whether you should even go to college. After the tension and tedium of high school, many young adults decide that another four years of academics is just not in their life plan. This is not necessarily a poor decision as long as you can acquire skills and experience in a particular field in order to establish a steady career. The primary objective of college is to provide a foundation from which to build a career. However, there are other options, such as interning for a business during high school, taking GED classes, or undergoing vocational training.

Regardless of whether you go to college or not, you should still concentrate on your curiosity and decide what field you are interested in. Knowing your talents and interests before you graduate will

enable you to become more focused in choosing additional education or activities. The knowledge and experience you attain will impress both colleges and employers. A word of advice: whatever you decide to study or pursue as a career, make sure it's something you enjoy. Income should not be the primary deciding factor because, ultimately, it won't lead to happiness. Do what you love and the money will follow.

For those of you who haven't a clue what the future entails, take every opportunity that comes to you and take nothing for granted. This includes a high school education; it's one of the few things in this world that is essentially free, though it has immeasurable value. Furthermore, don't underestimate your own capabilities, don't be afraid of a challenge, and don't forget to do your homework (it's worth it....really). Stick to the guidelines and your high school adventure could have a very happy ending.



Do you know a student that could write an article on a subject related to career exploration? If so, we would like to hear from you. We are always looking for bright young New Hampshire authors to lend their writing abilities to our annual Job Notes publication. They get a great opportunity to show off their writing skills to a readership of over 50,000 while we get another great career development story from the student's view. To find out more call (603)229-4489 or email me at riric@nhes.state.nh.us.

Student Authors Needed

Career Development Web Sites To Check Out

Know a good site - let me know so we can share with your fellow professionals.

America's Job Bank – search a nationwide listing

www.acinet.org

America's CareerInfo Net – labor market and career information both nationwide and by state

www.alx.org

Federal Jobs Central – information on jobs with the federal government

www.fedjobs.com

Career Mosaic – commercial job and career site

www.careermosaic.com

Career Path - commercial job and career site

www.careerpath.com

The Employment Guide's Career Web – commercial job and career site

www.cweb.com

Jobweb - commercial job and career site maintained by the National Association of Colleges and Employers

www.jobweb.org

Monster Board – commercial job and career site

www.monster.com

The Riley Guide – employment opportunities and resources

www.rileyguide.com

Occupational Outlook Handbook – career information from the Bureau of Labor Statistics

stats.bls.gov.oco/home.htm

Employment and Training Administration – job and career

information

www.doleta.gov/individ.htm

National Center for Education Statistics – College Opportunities On-Line

www.nces.ed.gov/ipeds/cool

The College Board – information on colleges, testing, and more

www.collegeboard.org

nhfirstJob - Entry-level job openings/jobseeker qualifications.

www.nhfirstjob.net

Peterson's – the popular print guide to colleges on-line

www.petersons.com

Embark – college information such as schools, scholarships, distance learning, testing, and more

www.embark.com

College Net – college information such as schools, scholarships, distance learning, testing, and more

www.collegenet.com

Job Corps NE – information about New England's Job Corps Program

www.NEJobCorps.org

School-to-Work – information about school-to-work in New Hampshire

www.ed.state.nh.us/SchoolToWork/Sch-To-Wk.htm

Educational Resources Information Center (ERIC) – research materials on topics such as career development, conflict resolution, and achievement

www.uncg.edu/edu/ericass/libhome.htm

New Hampshire Career Resource Network – career development information www.state.nh.us/elmi/nhcrn/index.htm

New Hampshire Employment Security – job opportunities & labor market information www.state.nh.us/elmi/index.html.

